

Electronic Death Registration System

Medical Certifiers



November 2018

EDRS Web Access

EDRS Website:

alabamapublichealth.gov/edrs

Click on **Login to AL-EDRS**.

ADPH Website:

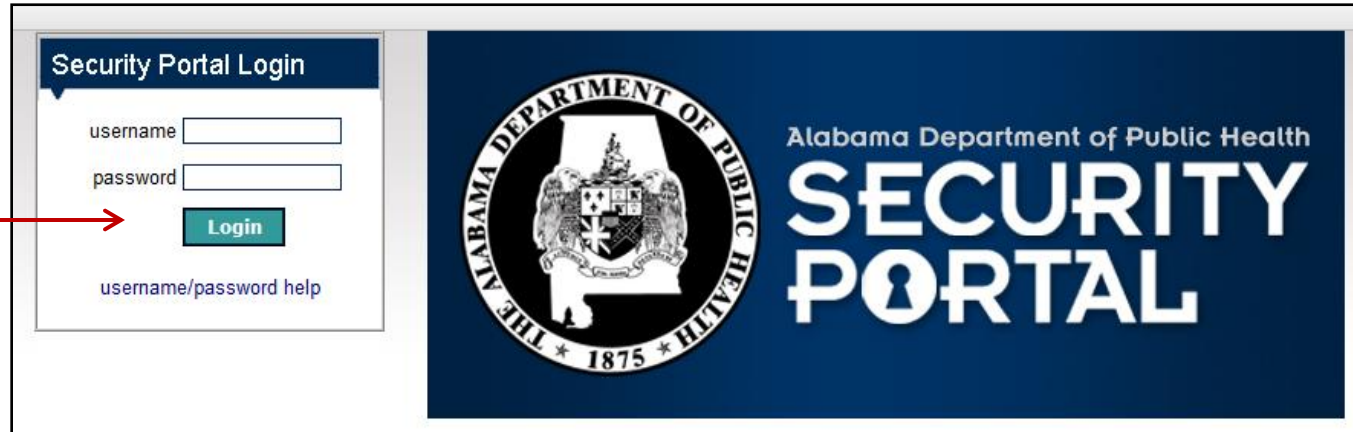
alabamapublichealth.gov

Click on “ADPH Login Portal.”

Click on “Security Portal.”

Logging In

Enter your username and password, then click "Login"



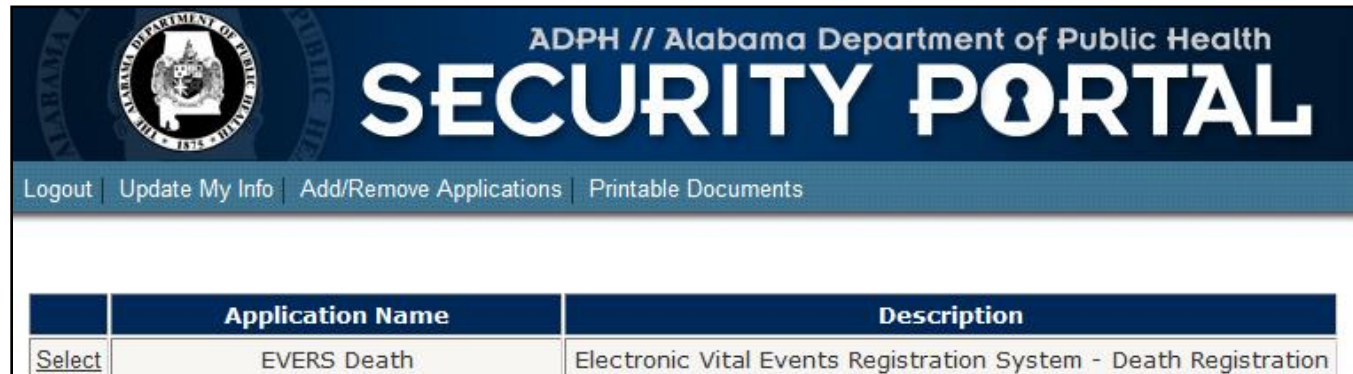
Security Portal Login

username

password

Login

[username/password help](#)



ADPH // Alabama Department of Public Health

SECURITY PORTAL

[Logout](#) | [Update My Info](#) | [Add/Remove Applications](#) | [Printable Documents](#)

	Application Name	Description
Select	EVERS Death	Electronic Vital Events Registration System - Death Registration

Select EVERS Death to go to your EDRS home page.

Accessing the Cause of Death Screen

Crimson Urgent Care - (Tuscaloosa, AL)

Pending Records

	EDR #	Legal Name	Medical Name	Date of Death	Birth Date	Sex	County of Death	FunerDirect Signed	Certifier Signed	Verification Printed	Legal Errors	Medical Errors
Select	NXG10005	Bama, Al A	Bama, Al A	06/01/2018	12/15/1935	M	Tuscaloosa					

Click [Select](#) beside the record you need to access.

Electronic Death Registration
Electronic Vital Events Registration System (EVERS)

Center For Health Statistics
ALABAMA DEPARTMENT OF
PUBLIC HEALTH

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DEATH RECORD

Al A Bama

[Deceased](#) [Personal Info](#) [Personal Info 2](#) [Place of Death/Disposition](#) [Notes](#) [Cause of Death](#) [Alias](#)

DECEASED

Decedent's Name

☐ Unknown Decedent Name

First Name ☐ Unnamed(Infant) Middle Name Last Name ☐ Unknown Suffix

Al A Bama None

Click on the **Cause of Death** tab.

Date & Time of Death

DEATH RECORD						
Al A Bama						
Deceased	Personal Info	Personal Info 2	Place of Death/Disposition	Notes	Cause of Death	Alias
CAUSE OF DEATH						
Medical Name						
Decedent's First Name	☐ Unnamed(Infant)	Decedent's Middle Name	Decedent's Last Name	☐ Unknown	Suffix	
Al		A	Bama		None	
Medical Record Number:				optional	* Do not check "Found" next to the date of death unless the body was found outside of a medical facility.	
Coroner/ME Case Number:				optional		
Dates/Times						
Date of Death:	06/01/2018	☐ Approximate	☐ Found *	☐ Unknown		
Time of Death:	06:15	☒ AM	☐ PM	☐ Noon	☐ Midnight	☐ Military
When date of death is unknown, date Pronounced (usually completed by Coroner/Medical Examiner) is required.						
Date Pronounced Dead:						
Time Pronounced Dead:		☐ AM	☐ PM	☐ Noon	☐ Midnight	☐ Military

1. The date of death was entered when the record was created.
2. The time of death is usually entered as well.
3. These items can be corrected on this page, if needed.

Cause of Death

Causes ☐ Pending		
Do not type the cause of death in all capital letters, unless it is an accepted abbreviation for which there is only one meaning such as COPD.		
A. Immediate Cause (Final Disease or condition resulting in death):	Approximate Interval Between Onset and Death	
		☐ Unknown
B. Underlying Cause (Due to or as consequence of):		
		☐ Unknown
C. Underlying Cause (Due to or as consequence of):		
		☐ Unknown
D. Underlying Cause (Due to or as consequence of):		
		☐ Unknown

1. If the cause of death is not known, click the “Pending” box. When “Pending” is selected, all other questions are grayed out and the record is ready to be signed by the certifier.
2. Otherwise, enter the Immediate Cause and Underlying Cause(s.)
3. For Lines A, B, C, and D, as you enter a cause of death, entries that begin with what you typed will appear in a drop down box. You do not have to use the sample entries.
4. Lines A, B, C, and D are limited to 100 characters.
5. Enter an interval for each cause, or select “Unknown.”

Other Significant Conditions

A. Immediate Cause (Final Disease or condition resulting in death):	Approximate Interval Between Onset and Death	
		☐ Unknown
B. Underlying Cause (Due to or as consequence of):		☐ Unknown
C. Underlying Cause (Due to or as consequence of):		☐ Unknown
D. Underlying Cause (Due to or as consequence of):		☐ Unknown

Other Significant Conditions
Contributing to death but not resulting in the underlying cause(s) stated above:

Add

Remove

Other Significant Conditions is limited to 120 characters.
Click "Add" or "Remove" to make changes to the Other Significant Conditions.

Tobacco & Pregnancy Questions

Did Tobacco use contribute to death? ☐ Yes
☐ No
☐ Probably
☐ Unknown

If Female, was there a pregnancy?

☐ Not Pregnant Within The Past Year
☐ Pregnant At Time Of Death
☐ Not Pregnant, but Pregnant within 42 Days of Death
☐ Not Pregnant, but Pregnant 43-365 days Before Dth
☐ Unknown if pregnant within last year
☒ Not Applicable

1. Answer the tobacco question for all decedents.
2. Answer the pregnancy question, if applicable.
3. The Pregnancy question will be answered automatically for male decedents.

Manner of Death

Manner/Autopsy

- Manner of Death:
- ☐ Accident
 - ☐ Homicide
 - ☐ Suicide
 - ☐ Undetermined Circumstances
 - ☐ Pending Investigation
 - ☐ Natural Cause

1. Select a Manner of Death.
2. If the Pending box was checked, Pending Investigation will be answered automatically.
3. If Accident, Homicide, or Suicide is chosen, the Injury section will open and must be completed.

Autopsy & Toxicology

Autopsy Conducted: ☐ Yes
☐ No
☐ Unknown

If Autopsy was performed, were the findings considered in determining cause of death?

☒ Yes
☐ No

1. Answer the Autopsy question,
2. If *Yes*, answer the findings question.
3. If *No* or *Unknown*, the findings question will not open.

Toxicology Conducted: ☐ Yes
☐ No
☐ Unknown

If Toxicology was performed, were the findings considered in determining cause of death?

☒ Yes
☐ No

1. Answer the Toxicology question,
2. If *Yes*, answer the findings question.
3. If *No* or *Unknown*, the findings question will not open.

Cause of Death - Injury Section

Injury

Transportation Accident: ☐ Yes ☒ No ☐ Unknown

How Injury Occurred:

Date of Injury: ☐ Unknown

Hour of Injury:

☐ AM ☐ PM ☐ Noon ☐ Midnight ☐ Military ☐ Approximate Time ☒ Unknown

Injury at Work: ☐ Yes ☒ No ☐ Unknown

Place of Injury:

Specify:

Injury Location

Injury Location: ☒ United States ☐ US Territory ☐ Another Country ☐ Canada

State:

County:

City:

If Other, specify

Address (See Instruction Below):

Signing The Record

Injury

Transportation Accident: ☐ Yes ☐ No ☐ Unknown

How Injury Occurred:

Date of Injury:

☐ Unknown

Hour of Injury:

☐ AM ☐ PM ☐ Noon ☐ Midnight ☐ Military

☐ Approximate Time ☐ Unknown

Injury at Work: ☐ Yes ☐ No ☐ Unknown

Place of Injury:

Specify:

Injury Location

Injury Location: ☐ United States ☐ US Territory ☐ Another Country ☐ Canada

Save Record/Change

Sign Record

Not Signed

Be sure to Save the record after inserting data or making changes.

1. Click **Save Record/Changes**.
2. Review the information on the Cause of Death screen.
3. Click **Sign Record**.

CERTIFY/CERTIFIER

Certifier Type: ☒ MD ☐ DO ☐ Intern ☐ Resident ☐ Coroner ☐ Medical Examiner ☐ Deputy ME ☐ Deputy Coroner

Certifier: Joan Styres

Address

Street:

1718 Veteran's Memorial Parkway

City:

Tuscaloosa

State:

Alabama

Zip Code:

35404

License Number:

JS123

The medical certifier's information is populated by the system when the user logs in.

Previous Page

Next Page

Signing the Record

Electronic Death Registration
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Thank You. You have successfully signed this record.

[Validations](#)[Forms](#)[Decedent Record](#)[Home](#)

Record was successfully signed. Click [Home](#).

Electronic Death Registration
Electronic Vital Events Registration System (EVERS)

Center For Health Statistics
ALABAMA DEPARTMENT OF
PUBLIC HEALTH



Record Submission Status									
Decedent	Legal Form(s) Required	Legal Is Locked	Date Legal Submitted	Legal Error(s)	Medical Locked	Date Medical Certified	Medical Error(s)	Medical Validations	Legal Validations
Al A Bama	Print Legal Verification						Correct Medical Error(s)		

[Validations](#)[Forms](#)[Decedent Record](#)[Home](#)

Potential errors in this record have been identified. Please click on Validations to review. This record cannot be signed or submitted until the issues have been resolved.

Record has errors. Click [Validations](#).

Record with Errors – Verify As Is

Verify or Correct the Entered Data						
		Error Status	Decedent	DOD	Error Message	Error Code
Select	Edit Status	Error in Data	Cotton Candy	09/01/2018	You have indicated the cause of death is "Pending" for this individual. Please verify that is correct.	BR002052

Verify or Correct the Entered Data						
		Error Status	Decedent	DOD	Error Message	Error Code
Select	Update Cancel	☐ Error in Data ☐ Corrected ☒ Verified as Is	Cotton Candy	09/01/2018	You have indicated the cause of death is "Pending" for this individual. Please verify that is correct.	BR002052

Verify or Correct the Entered Data						
		Error Status	Decedent	DOD	Error Message	Error Code
Select	Edit Status	Verified as Is	Cotton Candy	09/01/2018	You have indicated the cause of death is "Pending" for this individual. Please verify that is correct.	BR002052

A Pending Cause of Death requires verification. To verify a cause of death:

1. Select "[Edit Status](#)."
2. Select "Verified As Is."
3. Select "[Update](#)."

After verifying, return to the **Cause of Death** page to save and sign the medical certification.

Record with Errors - Must Correct

These Errors Must Be Corrected				
	Decedent	DOD	Error Message	Error Code
Select	Al Bama	06/01/2018	You indicated that a toxicology was performed on the deceased. You must indicate if the findings of the toxicology were used to determine the cause of death.	BR003106

1. Some errors cannot be verified as is, and must be corrected.
2. Click on [Select](#) to return to the **Cause of Death** page to make the required corrections stated in the Error Message.
3. Once corrections are made, save and sign the medical certification.

Updates to the EDRS Home Page

Pending Signature

	EDR #	Legal Name	Medical Name	Date of Death	Birth Date	Sex	County of Death	Funer.Direct Signed	Certifier Signed	Verification Printed	Legal Errors	Medical Errors
Select	NXG10005	Bama, Al A	Bama, Al A	06/01/2018	12/15/1935	M	Tuscaloosa		X			

Once signed, the home page is updated to reflect that the Cause of Death has been certified.

Status of Recent Signed and Submitted Death Record Certificates

	EDR #	Legal Name	Medical Name	Date of Death	Birth Date	Sex	County of Death	Certificate Status
Select	NXJ10009	Bama, Al A	Bama, Al A	10/01/2018	01/15/1965	M	Mobile	PROCESSING
Select	NXJ10007	Champion, Essie C	Champion, Essie C	10/03/2018	03/15/1955	F	Mobile	FILED
Select	NXJ10006	Jingle, John Jacob	Jingle, John Jacob	10/01/2018	06/22/1942	M	Mobile	FILED PENDING COD
Select	NXJ10008	Test, John A	Test, John A	10/04/2018	12/15/1925	M	Mobile	UNDER CHS REVIEW

The **Status of Recent Signed and Submitted Death Record Certificates** grid provides a detailed description of the certificate status.

1. Processing – The death certificate is waiting to be filed.
2. Filed – The certificate is on file and ready for issuance.
3. Filed Pending COD – The certificate is on file and ready for issuance, but the cause of death is pending.
4. Under CHS Review – The certificate is under review for an edit that must be cleared by the Center for Health Statistics.

NOTE: A filed certificate will remain on the home page for 7 days after filing.

CHS Review

Status of Recent Signed and Submitted Death Record Certificates

	EDR #	Legal Name	Medical Name	Date of Death	Birth Date	Sex	County of Death	Certificate Status
Select	NXI10001	Candy, Cotton	Candy, Cotton	09/01/2018	07/25/1942	F	Montgomery	UNDER CHS REVIEW

When the home page indicates a record is Under CHS Review, an edit has occurred that must be reviewed by the Center for Health Statistics. The record is either released for issuance, or sent back to the funeral home or medical certifier for correction.

Pending Records

	EDR #	Legal Name	Medical Name	Date of Death	Birth Date	Sex	County of Death	Funer.Direct. Signed	Certifier Signed	Verification Printed	Legal Errors	Medical Errors
Select	NXI10001	Candy, Cotton	Candy, Cotton	09/01/2018	07/25/1942	F	Montgomery	X		X		

If a record is released back for correction, it will appear on the home page in red, and the medical certifier's signature is removed.

Home	Death Record	Validations	Record Actions	Status	Forms	VS	Help/FAQs	Logout
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DEATH RECORD

Cotton Candy

Deceased	Personal Info	Personal Info 2	Place of Death/Disposition	Notes	Cause of Death	Alias
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Select the record from the home page, and go to the Status page of the record.

Status

VIEW RECORD STATUS

The Status page shows all activity on a death record.

Cotton Candy

	Date	User	Facility
Death Record Created:	09/27/2018	Joan Styres	Baptist Medical Center East
Legal Data Last Save:	10/01/2018	Joan Styres	Leak-Memory Chapel Funeral Home
Medical Data Last Save:	09/27/2018	Joan Styres	Baptist Medical Center East
Certified:			
Signed:	10/01/2018	Joan Styres	Leak-Memory Chapel Funeral Home
Certificate Status:	PENDING COD		
Certificate Submitted:			
Certificate Filed:			

Record Activity:

Date	Assigned From	Assigned From Facility	Assigned To	Assigned To Facility	Comments
9/27/2018 9:51:46 AM	Joan Styres	Baptist Medical Center East	Baptist Medical Center East	Baptist Medical Center East	New Record - Created and Assigned
9/27/2018 9:51:46 AM	Joan Styres	Baptist Medical Center East	Leak-Memory Chapel Funeral Home	Leak-Memory Chapel Funeral Home	New Record - Funeral Home Assgn
9/27/2018 9:52:24 AM	Joan Styres	Baptist Medical Center East	Joan Styres	Alabama Heart Care	A New Record has been created and assigned.;

Date	Activity	User	Facility
10/01/2018	Unlock Medical RecordCorrect date of death	Joan Styres	ADPH

Instructions for correcting the error are sent when the record is released. The instructions can be found at the bottom of the Status page. In this case, the date of death must be corrected before the record can be submitted again.

Correcting an Error

Crimson Urgent Care - (Tuscaloosa, AL)												
Pending Records												
	EDR #	Legal Name	Medical Name	Date of Death	Birth Date	Sex	County of Death	Funer. Direct. Signed	Certifier Signed	Verification Printed	Legal Errors	Medical Errors
Select	NXG10004	Record, Test	Record, Test	02/01/2018	01/01/1925	M	Montgomery					

1. If an error is discovered on the Cause of Death page *before the death certificate is filed*, it may be unlocked and returned to the certifier. To have a record unlocked, call the Help Desk at **334-206-2754**.
2. When the record is unlocked, the certifier's signature is removed, and the record appears in red on the home page.
3. The certifier will then be able to make corrections, save, and sign the record.

If an error is discovered *after the death certificate is filed*, corrections to the Cause of Death must be made with a Supplemental Medical Certification. Questions about Supplemental Medical Certifications should be directed to the Special Services Division at **334-206-2637**.

Notes

The screenshot displays the 'Electronic Death Registration' (EVERS) system interface. At the top, the header includes the system name and the Alabama Department of Public Health logo. A navigation bar contains links for Home, Death Record, Validations, Record Actions, Status, Forms, Help/FAQs, and Logout. The main content area is titled 'DEATH RECORD' and shows a 'Training Record II' with tabs for Deceased, Personal Info, Personal Info 2, Place of Death/Disposition, Notes, Cause of Death, and Alias. The 'Notes' tab is active, showing a large text area for notes and a 'Save Notes' button. A red arrow points from the 'Notes' tab to the 'Save Notes' button, and another red arrow points from the 'Save Notes' button to the 'Notes' tab, indicating the flow of saving and viewing notes.

Electronic Death Registration
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DEATH RECORD

Training Record II

[Deceased](#) [Personal Info](#) [Personal Info 2](#) [Place of Death/Disposition](#) [Notes](#) [Cause of Death](#) [Alias](#)

NOTES
Notes Currently in the system for Deceased:

Enter New Comments or Notes Below:

1. Type Notes here.

Save Notes

2. Save the Notes. Once saved, the Notes move here.

[Previous Page](#) [Next Page](#)

Notes can be added to a record and saved for future reference.
The Notes do not appear on the death certificate.

Alias Name

DEATH RECORD

John A Test Jr

[Deceased](#) [Personal Info](#) [Personal Info 2](#) [Place of Death/Disposition](#) [Notes](#) [Cause of Death](#) [Alias](#)

Do not enter nicknames for an Alias Name. An Alias Name is a false name used to conceal one's identity; an assumed name.

Alias Name(s)

DECEASED ALIAS

Alias

No Alias names have been entered in the database.

1. An Alias name must be a completely different name than the legal name which appears on the [Deceased](#) page.
2. An Alias Name **is not** a:
 - Nickname - Bubba or Junior
 - Professional Title – Dr. John Doe or John Doe, MD
 - Version of the same name – Johnny /John
 - Maiden Name – The Last Name Prior to First Marriage is on the [Deceased](#) page and the parents' names are on the [Personal Info 2](#) page. The maiden name does not need to be shown as an alias.
3. An alias name can be entered for a person who had a legal name change in a court of law. The name prior to the court ordered name change would be shown as the alias name.
4. An alias name is a false name used to conceal identity or an assumed name.

Search

SEARCH

Record Type
☒ Pending/Submitted/Certified
☐ Pending
☐ Submitted/Certified
☐ Abandoned
☐ Supplemental

Search By:
☐ Year: 
☒ Criteria:

Decedent's Last Name

Medical Record Number

Social Security Number

Date of Birth - Begin

Date of Death - Begin

EDR Record Number

County of Death: 

☒ Legal ☐ Medical

End

End

The Search function provides several ways to look for a decedent's record. You can only search for Death Certificates which you certified in the past two years.

Decline Record

The screenshot displays the 'Electronic Death Registration' (EDRS) system interface. At the top, the header includes the system name and the Alabama Department of Public Health logo. A navigation bar contains links for Home, Death Record, Validations, Record Actions, Status, Forms, Help/FAQs, and Logout. The 'Death Record' link is highlighted with a red arrow. Below the navigation bar, the 'Test Record' section is visible, with 'Decline Record' highlighted in yellow. The main content area is titled 'Decedent Record' and contains a form with fields for First, Middle, Last, and Suffix names, and Sex, DOB, DOD, and SSN. The 'Last' field contains the text 'Record'. Below the form, a text box contains the message 'Notes are REQUIRED to Decline a record.' and a scrollable area for entering notes. A note at the bottom states: 'NOTE: Once you decline this record, you and anyone in your facility will NOT have access to the record.' At the bottom of the form, there is a 'Decline Record?' label and two buttons: 'Yes, Decline.' (highlighted with a red box) and 'No, Cancel.'.

1. If a record is assigned to you in error, you can return the record to the sender.
2. Select **Record Actions**.
3. Select **Decline Record**.
4. You must enter notes when declining a record. A brief explanation for the declination is sufficient.
5. Click **Yes, Decline**.
6. The system will send an email to the record creator which includes the notes, notifying them that the record has been declined.
7. The record will be removed from your home page.

Alabama Medical Certification Review Form

1. Click on **Forms**.
2. Select [Medical Information](#).
3. The system generates a PDF which can be printed and reviewed prior to signing the medical certification.

Home	Death Record	Validations	Record Actions	Status	Forms	Help/FAQs	Logout
ALABAMA MEDICAL CERTIFICATION REVIEW FORM							
EVERS EDR Forms		Medical Name of Deceased: Al A Bama Alias Names (AKA) if any: Date & Time of Death: 06/01/2018 0615 AM Date & Time Pronounced Dead (Coroner/ME): County of Death: Tuscaloosa County Place of Death: Heritage Health Care and Rehab, Inc City/Town or Location: Tuscaloosa Inside City Limits: Yes Cause(s) of Death: A. <u>Immediate Cause</u> (Final disease or condition resulting in death): <u>Approximate Interval Between Onset and Death</u> Fall Unknown B. <u>Underlying Cause</u> (Due to or as a consequence of): <u>Approximate Interval Between Onset and Death</u> C. <u>Underlying Cause</u> (Due to or as a consequence of): <u>Approximate Interval Between Onset and Death</u> D. <u>Underlying Cause</u> (Due to or as a consequence of): <u>Approximate Interval Between Onset and Death</u> Other Significant Conditions (Contributing to death but not resulting in the underlying cause(s) above): Manner of Death: Accident Autopsy: No If yes, were findings considered in determining cause: Toxicology: Yes If yes, were findings considered in determining cause: No Did tobacco use contribute to the death: No Transportation accident: No Transportation Location: Pregnancy: Not Applicable How injury occurred: Accidental fall Date and Hour of Injury: 06/01/2018 Unknown Injury at work: No Place of injury: Home Location of injury: Home Name and Title of Person Completing Cause of Death: Joan Styres Address of Person Completing Cause of Death: 1718 Veteran's Memorial Parkway Tuscaloosa Alabama 35404 Certifier License Number: JS123					
Verification of Personal Information Application for Death Certificate Authorization for Out-of-State Disposition Cremation/Burial at Sea Authorization Letter of Non-Contagion Notice of Disinterment Medical Information		The above information will be recorded on the decedent's death certificate. This form is for review purposes only and may not be used for any purpose where a certified copy of the death certificate is required.					

Helpful Hints

1. The personal information completed by the funeral home and the medical certification sections operate independently of each other. The funeral home director can complete and sign the certificate and does not have to wait for the medical certifier. The medical certifier can complete and sign the certificate and does not have to wait for the funeral home.
2. After a record is created, regardless of who created it, the **Deceased**, **Personal Info 1**, **Personal Info 2**, and **Place of Death/Disposition** pages belong to the funeral home and only the funeral home staff can correct information on these pages.
3. After a record is created, regardless of who created it, corrections to the **Cause of Death** page can only be made by the medical facility staff or certifier.
4. If a record is assigned to a facility in error at the time of creation, the record can be reassigned through Record Actions.
5. When a record is to be assigned to a physician, first assign the record to the physician's office, where applicable, and then to the physician.
6. Center For Health Statistics staff cannot make corrections on electronic death certificates. Corrections that need to be made prior to filing the record must be made by the funeral home or medical facility/certifier.

EDRS Informational Website

alabamapublichealth.gov/edrs

The EDRS Informational Website contains:

- Training Materials
- Facility User Authorization Form
- User Agreement
- Medical Certifier Agreements (Physician, CRNP, CNM)
- Instructions for Requesting Access to EDRS
- Contact Information for Area Trainers

Need Assistance?



For assistance with Electronic Death Registration, call the Help Desk at **334-206-2754**.



For assistance with completing a Supplemental Medical Certification, or to find out the status of one that has been submitted, call the Special Services Division at **334-206-2637**.